

PROSPECTUS

SESSION: 2023-24



KANDI RAJ COLLEGE

ESTD: 1950

Government Sponsored College

University of Kalyani

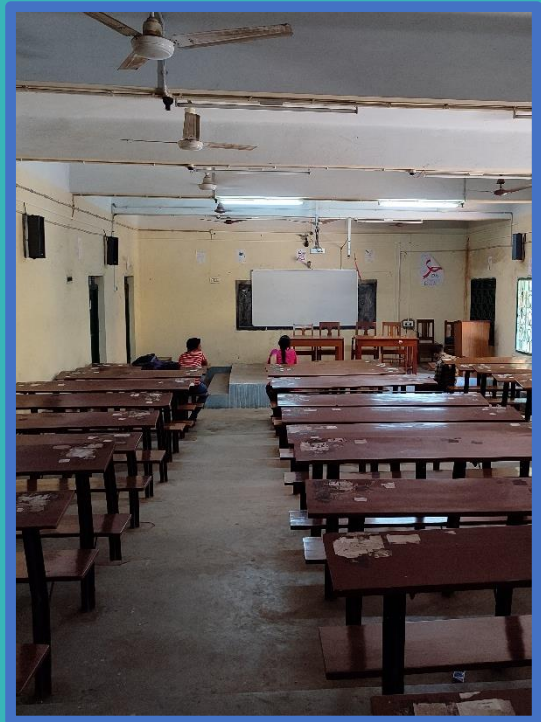
Phone No: (03484) 255-230

Email: principalkrc.krc@gmail.com

Web site: www.krc.edu.in

OUR STRENGTHS

- Modern smart classrooms
- Resourceful Library
- Well-equipped Laboratory
- Highly Dedicated faculty
- Efficient Management
- Helpful office staff
- Gymnasium and sports facilities
- Subsidized hygienic canteen
- Effective Placement Cell
- Eco-friendly ambience
- Active NSS



FROM THE DESK OF THE PRINCIPAL

Through my teaching experiences I have the realization that the educational institution is a shrine where everyone attached to it gets an opportunity to excel and explore oneself in a unique way. This profession gives a scope to serve from the core of the hearth and to love the students which has no motive. It teaches to give as rose give perfume because it is own nature, utterly unconscious of giving. It is a profession which is not tailor made like others where you get the least scope to go beyond the prescribed guidelines. Teachers are really grateful to him for giving them to serve this noble profession.

Our coveted institution, Kandi Raj College possesses a heritage value for not producing famous personalities of national and internal national repute but for nurturing students mostly from penniless families who, even in the 21st century, think higher education as a day dream but they possesses pure heart and pay the teachers not through kinds but through heart and this yields a wide scope to impart real education which is man-making , character building and to stand on one's own feet and thereby to attain true nobility as we know that the true nobility lies not being superior to others but being superior to your pervious self.

Dr. SOMA DATTA

Principal

Kandi Raj College

ABOUT KANDI RAJ COLLEGE

With the establishment of Kandi Raj College in 1950 the long-cherished dreams of the people of Kandi Sub division were finally fulfilled. With just 61 students, the college started its journey on 4th September, 1950, occupying only five rooms of Kandi Raj High School. At that time, it was affiliated to Calcutta University. Today it has its own building complex and boasts of a student strength that is in excess of 2,000. In the beginning the college offered only Intermediate courses. Government of West Bengal elevated it to the status of Government Sponsored during the academic session 1956-57. Under-graduate courses first started in 1957-58. Then in 1959-60, honours courses in Philosophy and English were introduced. Gradually honours courses in Economics, Mathematics and history were introduced in 1961, 1963 and 1967 respectively followed by Bengali and Chemistry in 1969. In later years (1996) honours courses in Physics and Political Science were launched. More recently, from the 2007-08 academic sessions, honours course in Sanskrit has commenced. Honours Course in Geography has been introduced very recently, (2012). The college started its illustrious journey under the auspices of the First President of the Governing Body, Late Kumar Arun Chandra Sinha and the First Principal, Late Dr. D.L. Das and continued to prosper under the guidance of Late Kumar Bimal Chandra Sinha, Late Kumar Brindaban Chandra Sinha, Late Kumar Jagadish Chandra Sinha and Late Girija Kishore Ghosh and countless others, whose contributions had helped the college to make a permanent mark in the spread of education in the Kandi sub division. That legacy has continued under Late Kumar Atish Chandra Sinha, who was the President of the College till 2010. After the sad demise of Kumar Atish Chandra Sinha in March, 2010, his brother Dr. Bikash Chandra Sinha, the renowned scientist, educationist has taken the chair of the President of the college. Dr. Sinha, presently the Director of Saha Institute of Nuclear Physics as also the Director of Variable Energy Cyclotron Centre, Kolkata, has been at the forefront of India's Nuclear Physics Mission for over three decades now. His unparalleled wisdom, courageous leadership and contagious optimism will certainly lead us to an era of great success.

VISION

Vision of Kandi Raj College is to develop society intellectually through the spread of education. The motto of the college “*Aaloy Aalokmoy Karo*” itself means Enlightenment.

The College believes in ensuring barrier-free higher education to the deserving students irrespective of their caste, creed, religion or gender. Our initiatives are guided mainly by goal of equitable access which includes Equality, Quality and Excellence, Relevance and Value-based education.

MISSION

- Continuously improve the systems to enhance the capabilities of stakeholders.
- Help the students to progress from admission to graduation.
- Inculcate skills valued by industry leading to graduate employability.
- Develop personality through soft-skills.
- Encourage the students from learning to earning.
- Promote and encourage gender equality among students.
- Provide support to economically challenged students.



COMPOSITION OF GOVERNING BODY

Sl. No.	Designation /Position	Members
1	President	Prof. (Dr.) Bikash Sinha
2	Secretary and Principal, Kandi Raj College	Dr. Soma Datta
3	Nominee, Govt. of West Bengal	Mr. Ranendra Nath Dutta
4	Nominee, University of Kalyani	Prof. Bikash Das
5	Nominee, University of Kalyani	Dr. Hena Sinha
6	Chairman, Kandi Municipality	Sri Jaydev Ghatak
7	Representative of Teachers, Kandi Raj College	Presently vacant due to General Transfer
8	Representative of Teachers, Kandi Raj College	Presently vacant due to General Transfer
9	Representative of Teachers, Kandi Raj College	Presently vacant due to General Transfer
10	Representative of Non-Teaching Staff, Kandi Raj College	Mrs. Purabi Roy Chowdhury
11	Representative of Non-Teaching Staff, Kandi Raj College	Mr. Dwaipayan Kundu
12	Elected Representative of Students, Kandi Raj College	Presently vacant



COLLEGE ADMINISTRATION & IN-CHARGES OF STUDENT RELATED COMMITTEES

Principal: Dr. Soma Datta

Bursar: Dr. Pradip Bera

Co-ordinator, Internal Quality Assurance Cell: Dr. Bandhu Prasad

Convenor, Admission Committee: Mr. Jayanta Basu

Convenor, Examination Subcommittee: Mr. Jayanta Basu

Secretary, Teacher's Council: Mr. Srimanta Mondal

NSS Programme Officer: Mr. Pankaj Kumar Das

Convenor, Sports Committee: Mr. Bappaditya Chakrabarty

Convenor, Cultural Committee: Mrs. Susmita Thakur

Convenor, Library Subcommittee: Mr. Himan Chowdhury

Convenor, SC/ST/Minority Cell: Dr. Nasiruddin Mondal

Convenor, Anti Ragging Committee: Dr. Niladri Sarkar & Dr. Anindita Shit

Convenor, Internal Complain Committee: Miss. Piyali Sarkar

Convenor, Students Health Care Unit: Mrs. Sukanya Sarkar

Convenor, Canteen Subcommittee: Mr. Supriya Roy

Convenor, Student Welfare Committee: Dr. Rangana Sinha



DEPARTMENTS

The College has 18 departments in disciplines of Science and Humanities.

Science	09
Major/Minor	Mathematics, Chemistry, Physics, Computer Science, Physiology, Zoology, Botany, Geography *, Economics*
Humanities	09
Major/Minor	Bengali, History, Sanskrit, Political Science, Education, Philosophy, English, Physical Education, Environmental Science

*Geography and Economics both can be treated as BA/B.SC depending upon the subject combination of the student.



Faculties and Staffs of Kandi Raj College

Departments	Name of the Faculties
BENGALI	Ms. Susmita Thakur
	Dr. Tapas Bandyopadhyay
	Mr. Makar Murmu
EDUCATION	Ms. Mithu Mitra
	Mr. Israil Shaikh
	Mr. Sumantra Chakraborty
	Mr. Masadul Ansary
ENGLISH	Mrs. Mousumi Das
	Ms. Piyali Sarkar
	Mr. Subhadip Konar
	Mrs. Zarrin Tashneem
ENVIRONMENTAL SCIENCE	Ms. Tanusree Sinha
HISTORY	Mr. Pankaj Kr. Das
	Mr. Sumit Chowdhury
	Ms. Amrita Biswas
PHILOSOPHY	Dr. Nasiruddin Mondal
	Mr. Srimonta Mondal
	Ms. Sharbori Ghosh
PHYSICAL EDUCATION	Mr. Bappaditya Chakraborty
	Ms. Rexsona Khatun
	Mr. Dip Bhattacharjee
POLITICAL SCIENCE	Mr. Tirtha Mukherjee
	Mr. Animesh Chowdhury
	Ms. Monisha Saha
SANSKRIT	Mr. Supriya Roy
	Ms. Sukanya Sarkar
	Mr. Goutam Chatterjee
	Ms. Chumki Pal
BOTANY	Dr. Chandan Kumar Jana
	Ms. Dipanwita Pal
CHEMISTRY	Dr. Rangana Sinha
	Mr. Sourav Majumdar
	Dr. Niladri Sarkar
	Dr. Anindita Shit
	Dr. Pradip Bera
	Ms. Baisakhi Banerjee
	Ms. Sampa Saha
COMPUTER SCIENCE	Mr. Tuhin Dey
ECONOMICS	Mr. Dwarakeswar Dutta
	Ms. Saheli Banu

GEOGRAPHY	Mr. Sarbananda Mondal Mr. Shakya Sinha Ms. Madhuparna Sarkar
MATHEMATICS	Mr. Jayanta Basu Dr. Bandhu Prosad Dr. Ananta Patra Dr. Ritapa Chakraborty
PHYSICS	Dr. Joydeep Roy Mr. Abhijit Dutta Dr. Atanu Kr. Das Dr. Sandip Bhattacharyya
PHYSIOLOGY	Ms. Anamika Saha Ms. Bebina Khatun Ms. Deblina Das
ZOOLOGY	Mr. Azahar Uddin Ms. Chumki Mandal



Our Students with Principal

Central Library and Information Centre

Central Library and Information Centre of Kandi Raj College is the core learning resource of the college which plays a vital role in enhancing the quality of teaching - learning environment in the institution. The library has a rich collection of documents in the form of text books, reference books, pamphlets, journals, magazines, maps, newspapers and CDs/DVDs for the use of



its members which are well organised and classified under the Dewey Decimal Classification (DDC) system. The library has taken institutional membership of INFLIBNET- NLIST and National Digital library of India (NDL) to fulfil ever growing information thirst of the users. The library covers 6500 sq. ft. (approx.) of carpet area housed in the Ground Floor of the Main Building. Total area of the library consists with a Stack Room, Circulation Section, Reading Room for the students, Special Study Room for the teaching staffs, separate Information Desk to provide reference and referral service to the users, specified Reprography Section where photocopying facilities available and Librarians 'Chamber. There is a water purifier with water dispenser to supply purified cold drinking water to the users. The reading room of the library has been Wi-Fi enabled. Users can access the Internet from their own gadgets subject to authorization. The entire library secured with CCTV surveillance to safe guard its possession of books and other physical properties. The library has installed several fire extinguishers for prevention of fire hazards in library. The library has automated with the utilization of Koha open-source Integrated Library Management Software (ILMS). The library launched its own android application which is available on Google Play Store under the title 'Kandi Raj College Library' in order to provide easy remote access to the library developed by Mr. Himan Chowdhury, Librarian, Kandi Raj College.

Name of the Librarians:

1. Mr. Himan Chowdhury
2. Dr. Suparna Naskar

GENERAL LIBRARY RULES:

- Library Card is not transferable.
- Library books will not issue without presentation of Library Card.
- Mark sheet/Certificate of final examination will not be given without Library Clearance Certificate. For Library Clearance go to: <http://krccentrallibrary.in/>. Select “LOGIN TO YOUR ACCOUNT” and use the “ask for discharge” option.
- In case a library member loses his/ her Library Card, he/ she should immediately inform the matter in writing to the Library Authority. The duplicate Library Card costs Rs. 20/- (Rupees Twenty only).
- The loan period of library material is 30 days after loan period a grace period of 15 days will be given. A member/user, keeping a library material beyond grace period without renewal, will be charged a fine of Rs.5/- (Rupees Five Only) per day and per material/item basis. No fines will be charged for the days when the Library is closed. The Library will waive any fines incurred due to Library error. Library Overdue fines should be deposited to the college cash counter through specified challan or paid through online by using "your fines" option after login library account.
- An issued book can be renewed online through login your library account for a period of 15 days, subject to maximum 3 times.
- Only one book is issued & returned to one user per day.
- Members who lose library materials are liable to pay for the current cost of the books (including binding costs, if applicable) or replaced the lost material with a new one as well as administrative and processing charges of Rs.10/- (Rupees Ten only) per book neither of which is refundable. . Members who lose Library materials which are out-of-print are liable to pay 3 times the current cost of the books (including binding costs, if applicable) as well as administrative and processing charges of Rs.10/- (Rupees Ten only) per book neither of which is refundable.
- Do not write anything on the book otherwise a fine of Rs. 50/- (Rupees fifty only) per book will be levied.
- No visitor or guest is permitted to use the library materials without the prior permission of the Library Authority.
- Fines may be imposed, and/or library membership may be suspended or withdrawn for any Member/Patron who breaches any of the Library Rules.

For more information the students are advised to visit the website <https://www.krccentrallibrary.in/index.html>

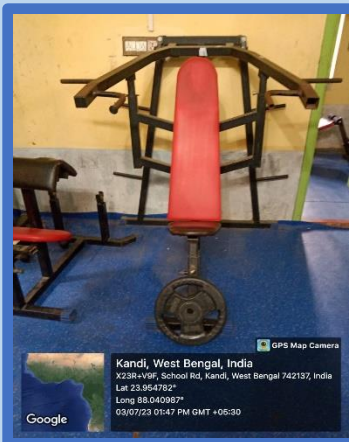
Gymnasium

In addition to academics, our college also pays attention to the health and fitness of the students. The gymnasium is a proud addition to the services and facilities offered to the students. Kandi Raj College owns its Gymnasium in the campus. Its main purpose is to build bodies, enhance physical strength and enable students to face any challenge.

Gymnasium is meant for both students and staff. Anyone of the College staff after class hours may use instruments for his/her physical therapy or physical fitness. Students use it during and after class hours or on holidays / Sundays as required by them.

Multigym is furnished with following instruments-

1. Dumbbell- Biceps and Triceps workout
2. Cable Cross- Various type of workout like Chest, Hand, Leg
3. Flat Bench- It is used to develop your chest's largest muscle
4. Incline Decline Bench- The decline and incline bench press both target the chest, shoulders, and arms.
5. Up rise cycle-Cardio & leg exercise
6. Hyper excel pro- It is used for Abs workout
7. Multi gym Butterfly- Butterfly chest workout increases chest size, flatters torso, and tones upper body.
8. curl Bench- The preacher curl bench can help to reduce strain on your lower back and shoulders
9. Sports runner (Trade mill)- Treadmills are mostly used for cardio training.
10. Multi press-chest & shoulder exercise
11. Don Bar-Chest delts Workout
12. Leg curl Bench - Leg curl is an isolation exercise that targets the back of the leg: the hamstrings and calf muscles.
13. Parallel Bar- Parallel bars are used for a variety of exercises such as walking, balance training, and weight-bearing exercises.
14. Gym Ball- It Increase abdominal and back muscle strength
15. T Bar- The T-bar row helps improve overall posture and spinal stability by strengthening the core and back muscles. It also increases upper body strength.



Non-Teaching Staffs of the College

Permanent Staffs:

- **Mr. Debashis Saha**
- **Mr. Chandan Chatterjee**
- **Mr. Sumanta Sinha**
- **Mr. Asis Mondal**
- **Mr. Bibhas Dutta**
- **Mrs. Purabi Roy Chowdhury**
- **Mr. Kajal Ghoshal**
- **Mr. Balaram Pal**
- **Mrs. Bani Das**
- **Mr. Parimal Kundu**
- **Mr. Dwaipayan Kundu**
- **Mrs. Bani Bayen (Das)**
- **Mr. Chittaranjan Chakraborty**
- **Mr. Monmotha Pal**
- **Mr. Kishor Kumar Bhattacharjee**
- **Mr. Tapas Das**
- **Mr. Manik Hazra**

Casual Staffs:

- **Mr. Dulal Chandra Ghosh**
- **Mr. Barun Biswas**
- **Mr. Rakhahari Das**
- **Mr. Jaydev Ghatak**
- **Mr. Sunny Sk**
- **Mr. Soumo Goswami**
- **Mr. Dhananjoy Bagdi**
- **Mr. Dilip Majhi**
- **Mr. Sandip Kumar Dey**
- **Mr. Ashis Das**
- **Mr. Balai Chatterjee**
- **Mrs. Kuheli Sen Rooj**
- **Mr. Brindaban Ghosh**
- **Mr. Kajal Ghosh**
- **Mr. Bipadtaran Mondal**

RULES FOR ADMISSION TO THE FOUR-YEAR (EIGHT SEMESTER) UG -COURSES WITH EFFECT FROM THE ACADEMIC SESSION 2023-2024 (NEP 2020) ONWARDS ACCORDING TO UNIVERSITY OF KALYANI REGULATIONS

This is to inform all concerned that for the purpose of admission in UG Courses for Academic Session 2023-2024 the Notifications No.: 266(31)-Edn(U)-EH / IU-45/2020(Pt.), Dated: 17.03.2023, No.: 339-Edu (CS)/OM74L/2023, Dated: 26.05.2023 and 354- Edn{CS}/10M-95/14, Dated: 02.06.2023 as issued by the Department of Higher Education, Government of West Bengal are to be strictly followed.

The Following guidelines for the Admission for Academic Session 2023-2024 shall be followed strictly.

1. Admission Qualifications:

➤ Eligibility and Recognized Boards:

A candidate may be admitted to the first semester of four-year(Eight Semester) UG-Courses of Studies on passing Higher Secondary (10+2) Examination in general conducted by the West Bengal Council of Higher Secondary Education or an equivalent examination conducted by other State Board/Council, or *The W.B. Council of Rabindra Open Schooling*, or *The National Institute of Open Schooling (NIOS) recognized by the Distant Education Bureau(DEB)* **subject to fulfilment of the conditions mentioned below:**

➤ Candidates from other Boards:

In case of other Boards/Councils, a candidate shall have to pass in five recognized subjects, of which one shall be English, of full marks not being less than 100 each. A candidate passing in less than five subjects shall not be eligible for admission.

➤ Candidates from Vocational Stream:

However, Candidates passing Higher Secondary examination in vocational stream conducted by the *West Bengal State Council of Technical & Vocational Education & Skill Development (WBSCTVE&SD)* or any other equivalent

Board/Council are also eligible for admission provided that the candidate must have passed in 5 (five) recognized subjects, of which one shall be English.

- *** Candidates shall be allowed for admission within 03 (three) consecutive academic sessions including the year of passing the previous qualifying examination. (For example: candidates passing H.S. Examination in the year 2021 will get last chance of admission in the academic session 2023-2024.)

2. Programmes of Study:

There shall be following one type of Under-Graduate Programme-

- 4-Year UG Degree (Honours / Honours with Research)
- As per the Curriculum and Credit Framework for Undergraduate Programmes, developed by the UGC there will be provisions for awarding **UG Certificate, UG Diploma and Basic UG Degree with Major**. Separate Rules/Guidelines will be framed in this regard.
- For 4 year UG Degree (Honours with Research), a student can choose a research stream in the fourth year, subject to fulfilment of all conditions; laid down by the UGC for implementation of NEP and Curriculum Credit Frame Work.

Table 1: Minimum Credit Requirements to Award Degree (with Honours/Honours with Research) under Each Category (as per the course structures issued by the University of Kalyani).

Sl. No.	Broad Category of Courses	Credit Requirement
1	Major (Core)	90+2
2	Minor Stream	32
3	Multidisciplinary	09
4	Ability Enhancement Courses(AEC)	08
5	Skill Enhancement Courses (SEC)	09
6	Value Added Courses Common for UG Degree(s)	08
7	Research Project/ Dissertation	12
Total		170

Note: Honours students not undertaking research will take 3 courses for 12 credits in lieu of research project / Dissertation.

3. Minimum Eligibility Criterion for Admission:

- (i) **4-Year UG Degree (Honours / Honours with Research):** A student who has passed the Higher Secondary (10+2) Examination held by the West Bengal Council of Higher Secondary Education or its equivalent Examination from other Boards / Councils with at least four subjects including English as Compulsory Subject of 100 marks is eligible to take admission to the UG-Courses of studies on the basis of merit and available vacancy of the particular subject(s) of the concerned college.
- (ii) Aggregate marks shall be calculated by adding the marks in top-four subjects, including Marks obtained in English, in order of marks secured by a candidate. Marks obtained in Compulsory Environmental Studies (if any) shall not be taken into account for calculation of aggregate marks.

- (iii) A candidate shall be allowed to pursue any one of the Programmes in a particular Academic Session. At the initial stage, every student has to **choose one Major subject and two Minor subjects.**

List of Subjects

Sl. No.	Major Subjects	Minor Subjects
1	Arabic	Arabic
2	Bengali	Bengali
3	Botany	Botany
4	Molecular Biology & Biotechnology	Molecular Biology & Biotechnology
5	Chemistry	Chemistry
6	Computer Science	Computer Science
7	Physics	Physics
8	Zoology	Zoology
9	Education	Education
10	Mathematics	Mathematics
11	History	History
12	Sanskrit	Sanskrit
13	Sociology	Sociology
14	Economics	Economics
15	Food & Nutrition	Food & Nutrition
16	Environmental Science	Environmental Science
17	Political Science	Political Science
18	Geography	Geography
19	Microbiology	Microbiology
20	Media Studies	Media Studies
21	Philosophy	Philosophy

Sl. No.	Major Subjects	Minor Subjects
22	Physiology	Physiology
23	Statistics	Statistics
24	English	English
25	Hindi	Hindi
26	Urdu	Urdu
27	Accounting & Finance	Accountancy / Accounts/ Book Keeping/ Business Economics including Business Mathematics/ Business Mathematics/ Business Organization/ Business Studies/ Commerce / Elements of Cost Accountancy and Auditing/ Economics/ Financial Accounting/ Mathematics/ Office Practice and Secretarial / Statistics
28		Physical Education
29		Defence Studies
30		Film Studies

4. A candidate shall be allowed to take up the subject(s) under heading '(A)' for taking major/minor subjects if he/she has passed the subject(s) under heading '(B) in the previous qualifying examination.

	A	B
Requirement	1.Botany 2.Chemistry	Biological Science Chemistry
of studying subject(s) at H.S. (plus two) Level	3.Computer Science 4.Environmental Science 5. Food and Nutrition	Computer Application/Computer Science / Physics and Mathematics 4.Any three of the following subjects: Biological Science, Chemistry, Computer Science, Economics, Elective Environmental Education, Environmental, science/ Environmental Studies, Geography, Geology, Mathematics, Modern Computer Application, Physics and Statistics 5. Chemistry or Nutrition or Food & Nutrition or Home Science

6. Mathematics	6. Mathematics
7. Microbiology	7. Biological Science and Chemistry
8. Molecular Biology	8. Biological Science and Chemistry
9. Molecular Biology & Biotechnology	9. Mathematics/ Statistics, Chemistry and Biological Science
10. Physics	10. Physics and Mathematics
11. Physiology	11. Biological Science
12. Statistics	12. Statistics/ Mathematics
13. Zoology	13. Biological Science
14. Accounting & Finance	14. Accountancy / Accounts/ Book Keeping/ Business Economics including Business Mathematics/ Business Mathematics/ Business Organization/ Business Studies/ Commerce/ Elements of Cost Accountancy and Auditing/ Economics/ Financial Accounting/ Mathematics / Office Practice and Secretarial / Statistics

Explanation: *Biological Sc. means: Biology / Biotechnology/ Botany/ Physiology/ Zoology.*

Special Conditions for Admission to few Major/Minor Courses

5. Some special conditions For admission to UG Courses In Accounting and Finance, Chemistry, Economics, Education, Environmental Science, Mathematics, Media Studies, Microbiology, Molecular Biology, Molecular Biology & Biotechnology, Physiology, Philosophy and Sociology:

(i) Accounting and Finance: For admission to the UG (Commerce) course in Accounting & Finance the word “subject” or “related subject” shall mean the following:

Accountancy, Book Keeping, Business Economics including Business Mathematics, Business Mathematics, Business Organization, Business Studies, Commerce, Economics, Economic Geography, Elements of Cost Accountancy & Auditing, Financial Accounting, Mathematics, Office Practice & Secretarial and Statistics.

(ii) Chemistry: A candidate shall be allowed to take up Major/Minor in Chemistry only if he/she has passed in Chemistry, Physics and Mathematics at the previous qualifying examination.

(iii) Economics: The subjects Mathematics, Statistics and Business Economics including Business Mathematics be treated as related subjects.

(iv) Education: The subjects History, Philosophy, Political Science, Psychology and Sociology be treated as related subjects.

(v) Environmental Science: If the candidate does not have Environmental Education/Environmental Science/ Environmental Studies as elective subject then the subjects Biological Sciences, Chemistry, Computer Science, Economics, Geography, Geology, Mathematics, Modern Computer Application, Physics and Statistics be treated as related subjects.

(vi) Food and Nutrition: A candidate taking up Major/Minor in *Food and Nutrition* must take Chemistry as general subject.

(vii) Mathematics: A candidate shall be allowed to take up Major/Minor in Mathematics only if he/she has passed in Mathematics in the previous qualifying examination. A candidate who has passed in Business Mathematics is not eligible for admission to Mathematics Major Course.

(viii) Media Studies: The language subject(s) studied at H.S. level be treated as related subject(s).

(ix) Microbiology: A candidate taking up Major in Microbiology must take ***Chemistry or anyone of the following subjects:*** a) Botany, b) Computer Science, c) Mathematics, d) Physics, e) Physiology, f) Zoology as Minor subjects.

(x) Molecular Biology: A candidate shall be allowed to take up Major in Molecular Biology only if he/she has passed in Biological Sciences, ***Chemistry or any one of the following subjects:*** a) Mathematics, b) Statistics, c) Computer Science at the previous qualifying examination.

(xi) Molecular Biology & Biotechnology: A candidate taking up Major in Molecular Biology & Biotechnology must take ***Chemistry or any one of the following subjects:*** a) Botany, b) Computer Science, c) Mathematics, d) Physics, e) Physiology, f) Zoology as Minor subjects.

(xii) Philosophy: The subject Psychology be treated as related subject.

(xiii) Physiology: A candidate shall be allowed to take up Major in Physiology only if he/she has passed in Biological Sciences and Chemistry at the previous qualifying examination.

(xiv) Sociology: The subjects History, Philosophy, Political Science & Psychology be treated as related subjects.

6. Intake Capacity and Reservation of Seats:

The intake capacity for each programme will be as follows:

- 4-Year UG Degree (Honours / Honours with Research): The existing intake capacity in honours subject as approved by the University shall be considered as the intake (B.Sc. or B.Com.) of that college will be included in the major course of a particular subject of that division. However, the intake capacity will be increased as per the provisions of Gazette Notification no. 339-Edn (CS)/OM-74L/2023 dated 26.05.23.
- Colleges will develop necessary mechanism to restrict the number of students admitted in a particular major/minor subject.
- **Reservation of seats:** There shall be reservation of seats for SC / ST / OBC-A /OBC-B/ EWS and Differently-abled Candidates as per Rules/Orders of the State Government.
- **The intake capacity as approved by the University should be compulsorily maintained.**

7. Groups of Disciplines/Subjects:

A candidate is required to choose not more than one discipline/subject (Minor) from any of the groups mentioned below.

<i>Groups of Subjects</i>	<u>Groups:</u>
	Gr. I: Physics, Zoology, Education, Film Studies, Physical Education.
	Gr. II: Mathematics, History.
	Gr. III: Arabic, Chemistry, Defense Studies, Sanskrit, Sociology.
	Gr. IV: Botany, Economics, Food and Nutrition.
	Gr. V: Environmental Science, Political Science.
	Gr. VI: Geography, Microbiology, Molecular Biology, Molecular Biology & Biotechnology, Media Studies, Philosophy.
	Gr. VII: Physiology, Statistics, English.
Gr. VIII : Computer Science, Bengali, Hindi, Urdu	

8. All the Undergraduate students of the University have to register themselves for Academic Bank of Credits (ABC) through <http://www.abc.gov.in/>
9. The Controller of Examinations, University of Kalyani has issued the course structures (Semester-I to Semester-VIII) following the guidelines of NEP-2020 to the concerned colleges for the Academic Session 2023-2024 onwards. All the course structures and the detailed Examination Regulations (to be published shortly) shall be followed strictly.
10. Undergraduate Degree Programmes of 4-year duration, with multiple entry and exit points and re-entry options, with appropriate certifications will be provided such as:

- A UG certificate after completing 1 year (2 Semesters) of study in the chosen fields of study, provided that a skill based vocational course (additional 4 credits) must be completed during the summer term by the students who will exit the programme after securing 40 credits. These students are allowed to re-enter the degree programme within three years and complete the degree programme within the stipulated maximum period of seven (7) years.
 - A UG Diploma after 2 years (4 Semesters) of study, provided that a skill based vocational course {additional 4 credits) must be completed during the summer term by the students who will exit the programme after securing 80 credits. These students are allowed to re-enter the degree programme within three years and complete the degree programme within the stipulated maximum period of seven (7) years.
 - A Bachelor's Degree with Major shall be given after completing 3-year (6 Semesters) programme of study.
 - A Bachelor's Degree (Honours) shall be given after completing 4 year (8 Semester) programme of study. If the students complete a rigorous research project/dissertation in their major area(s) study in the 4 year of a bachelor's degree then he/she will be given Honours with Research degree.
- 11.** The Under Graduate Colleges having the affiliation for Honours (Major) Course(s) are entitled to the affiliation for introducing Minor Course(s) in the same subject(s), subject to the approval of appropriate authority. In that case, the approval / post facto approval for intake capacity is to be taken from the University.

Similarly, the Under Graduate Colleges having the affiliation for General (Minor) Course(s) are entitled to the affiliation for introducing Major Course(s) in the same subject(s), except Physical Education, Defence Studies and Film Studies, subject to the approval of appropriate authority. In that case, the approval / post facto approval for intake capacity is to be taken from the University.

- 12.** All testimonials are required to be uploaded online during application. Verification of documents will be done by the respective college authorities only when the students will report for classes in due course. Admission will be cancelled if the documents are found not in conformity with the declaration in the forms submitted online.

PROPOSED COURSE STRUCTURE OF THE FOUR-YEAR (EIGHT SEMESTER) UG -COURSES WITH EFFECT FROM THE ACADEMIC SESSION 2023-2024 ONWARDS ACCORDING TO UNIVERSITY OF KALYANI REGULATIONS (NEP 2020)

Semester	Major	Minor	Multidisciplinary course (Evaluation shall be carried out by the college)	Ability Enhancement courses	Skill Enhancement course	Value added course	Summer course	Total credits/ courses
I	1 course x 6 credits = 6 credits Marks- 60+15=75	1 course x 4 credits= 4 credits (Minor-I) Marks- 40+10=50	1 course = 3 credits Marks- 35+10=45	X	1 course = 3 credits Marks- 35+10=45	1 course: 4 credits: Environmental education Marks- 40+10=50	X	20 / 5
II	1 course x 6 credits = 6 credits Marks- 60+15=75	1 course x 4 credits = 4 credits (Minor-II) Marks- 40+10=50	1 course = 3 credits Marks- 35+10=45	1 course = 4 credits: Communicative English Marks- 40+10=50	1 course = 3 credits Marks- 35+10=45	X	Summer Internship: 4 credits [Additional for Certificate/ Diploma]	20 / 5
Certificate	12	8	6	4	6	4		40

Semester	Major	Minor	Multidisciplinary course (Evaluation shall be carried out by the college)	Ability Enhancement courses	Skill Enhancement course	Value added course	Summer course	Total credits/ courses
III	1 course x 6 credits = 6 credits Marks- 60+15=75	1 course x 4 credits= 4 credits (Minor-I) Marks- 40+10=50	1 course = 3 credits Marks- 35+10=45	X	1 course = 3 credits Marks- 35+10=45	1 course: 4 credits Marks- 40+10=50	X	20 / 5
IV	2 courses x 6 credits = 12 credits Marks- 60+15=75 60+15=75	1 course x 4 credits= 4 credits (Minor-II) Marks- 40+10=50	X	1 course = 4 credits: MIL Marks- 40+10=50	X	X	Summer Internship: 4 credits [Additional for Certificate/ Diploma]	20 / 4
Diploma	30	16	9	8	9	8		80

Semester	Major	Minor	Multidisciplinary course (Evaluation shall be carried out by the college)	Ability Enhancement course	Skill Enhancement course	Value added course	Summer course	Total credits/ courses
V	2 courses X 6 credits = 12 credits Marks- 60+15=75 60+15=75	2 courses X 4 credits = 8 credits (One Each from Minor-I & Minor-II) Marks-40+10=50 40+10=50	X	X	X	X	X	20 /4
VI	3 courses X 6 credits = 18 credits Marks- 60+15=75 60+15=75 60+15=75 Outreach / Internship = 2 credits	X	X	X	X	X	X	20 /3
UG	60+2	24	9	8	9	8		120

Semester	Major	Minor	Multidisciplinary course (Evaluation shall be carried out by the college)	Ability Enhancement course	Skill Enhancement course	Value added course	Summer course	Total credits/ courses
VII	3 courses X 6 credits = 18 credits Marks- 60+15=75 60+15=75 60+15=75	2 courses X 4 credits = 8 credits (One Each from Minor-I & Minor-II) Marks- 40+10=50 40+10=50	X	X	X	X	X	26 /5
VIII	3 courses X 4 credits = 12 credits Marks- 40+10=50 40+10=50 40+10=50 [2 courses X 6 credits = 12 credits for Honours without Research]	X	X	X	X	X	[Research Project / Dissertation = 12 credits for Honours with Research]	24 /5
UG Honos without Research	102+2	32	9	8	9	8	0	170
UG Honos with Research	90+2	32	9	8	9	8	12	170

ADMISSION FEES STRUCTURE FOR UG MAJOR COURSES FROM 2023-24 OF KANDI RAJ COLLEGE (SEMESTER 1)

Sl.No.	Subject	A	B	C	D	E	F	G	H	I	J	K	L
		Admn.fee	Tuition fee	Dev. fee	College Exam. fee	Univ. reg fee	I.Card fee	Elec. fee	Lib.caution money	Library fee	Students Union fee	Student Health Home	Contingency
1	B.A. Major with Non Lab	150.00	450.00	250.00	60.00	110.00	50.00	200.00	50.00	200.00	270.00	10.00	130.00
2	B.A. Major with Phy.Edu/Geo	150.00	450.00	250.00	60.00	110.00	50.00	200.00	50.00	200.00	270.00	10.00	130.00
3	B.Sc. Major	150.00	660.00	250.00	60.00	110.00	50.00	200.00	50.00	250.00	270.00	10.00	130.00
4	Geography & Botany Major	150.00	660.00	250.00	60.00	110.00	50.00	200.00	50.00	250.00	270.00	10.00	130.00
		M	N	O	P	Q	R	S	T	U	V	W	X
		Univ. form fee	Misc.	Lab.cau- tion money	Lab. fee	Students Welfare fund	Univ. sports fee	ENVS fees for ENVS	Education Excursion	Cycle Garage fee	Entry into service	Subscription of Saraswati Puja	Total:
1	B.A. Major with Non Lab	10.00	140.00			50.00	50.00	70.00		150.00	150.00	50.00	2600.00
2	B.A. Major with Phy.Edu/Geo	10.00	190.00	100.00	550.00	50.00	50.00	70.00		150.00	150.00	50.00	3300.00
3	B.Sc. Major	10.00	180.00	100.00	500.00	50.00	50.00	70.00		150.00	150.00	50.00	3500.00
4	Geography & Botany Major	10.00	180.00	100.00	500.00	50.00	50.00	70.00	1000.00	150.00	150.00	50.00	4500.00

NEW INTAKE CAPACITY OF KANDI RAJ COLLEGE FROM 2023-24 ACCORDING NEP 2020 CURRICULAM

MAJOR	TOTAL	SC	ST	OBC-A	OBC-B	EWS	UNRESERVED
Bengali	317	70	19	32	22	32	142
English	317	70	19	32	22	32	142
History	295	65	18	30	21	30	131
Philosophy	295	65	18	30	21	30	131
Pol. Sc.	275	61	17	28	19	28	122
Education	208	46	12	21	15	21	93
Economics	212	47	13	21	15	21	95
Geography	195	43	12	20	14	20	86
Sanskrit	219	48	13	22	15	22	99
Chemistry	110	24	7	11	8	11	49
Botany	92	20	6	9	6	9	42
Mathematics	152	33	9	15	11	15	69
Physics	110	24	7	11	8	11	49
## Physical Education	30	7	2	3	2	3	13
## Newly introduced							

STUDENTS' SUPPORT

Academic –

- **An Academic Calendar** → for providing information relating to examination, seminars, excursion, sports, cultural, extra-curricular and social work related activities and holidays.
- **Academic Plan** → informs students about the topics to be covered and the number of proposed classes to be held in each subject.
- **Online repository** → (a) University syllabus (b) Academic Plan (c) University questions of last five years and, and (d) instruction and guidelines on various topics in the curriculum.
- **Learning Management System** → Online access of students to Question Bank and e-modules of learning including e-resources, audio and video lectures, and PowerPoint presentations.
- **Live Digital Class** → facility for online classes and meetings on digital interface.
- **Smart Classroom** → College has smart classroom facilities in some departments to enhance the teaching learning processes.
- **Library:** Central Library and Information Centre of Kandi Raj College is the core learning resource of the college which plays a vital role in enhancing the quality of teaching - learning environment in the institution.
- **Regular parent-teacher meetings** → to appraise their wards' performance.
- **Special, Tutorial and Remedial classes'** → for revision, discussion of questions and clarification of problems.
- **Book Bank facility** → for economically weak meritorious students whereby they can borrow and retain books for three months.
- **Computer literacy**→ MoU with Kandi Youth Computer centre. Govt. of West Bengal.
- **Entry in Service**→ To prepare a student for this challenging path, the institution has developed an online portal for competitive examination known as Entry-in-Service.
- **Seminars and lectures** by eminent academicians.
- **Interdepartmental and Inter-college** faculty exchange programmes.
- **Study tours, excursions and project works** → to supplement class room teaching.
- **Wi-Fi Campus**→ Students can use free Wi-Fi facilities in the college.
- College toppers in the university examinations are felicitated at the annual prize distribution ceremony on **5th September every year**.
- **Add on Course** → College offer Add on Courses outside the syllabus to interested students, organize by various departments

Financial –

- **Scholarship/Stipend:** The students of this college receive the following Govt. scholarships as per prescribed rules: i) SC/ST/OBC ii) Minority iii) Kanyashree iv) Swami Vivekananda Merit Cum Means Scholarship.

- **Institutional Support:**
The college has a well-established procedure about providing financial concession to the students.
 - First the committee seeks applications for financial concession from the needy students along with appropriate documents.
 - It meets the guardians of the students who apply for the freship scheme.
 - After a verification process the Committee takes a decision regarding providing financial assistance to deserving candidates.
 - This financial benefit could be full or partial, based on academic performance / regularity/ socio – economic status.
 - The recommendation of the committee is forwarded to the Governing Body of the College for final decision.

Medical–

- College has Health Unit with sick room and first aid facilities.

EXTRA-CURRICULAR –

- NSS unit involved in social awareness, extension and outreach programs.
- Annual Sports, Intra-college and University tournaments along with facilities to play indoor games.
- Modern gymnasium for students and teachers.
- Cultural competitions on music, debate, recitation, essay writing, extempore.
- Annual Students' Magazine and Departmental Wall Magazines.
- Bird Watchers' Club for making the students connected with nature.
- Collaboration with NGO for organizing orientation and awareness programs on child abuse.
- **Eco Club** →The main purpose of Eco Club is to enable students to feel, think and be aware of the environmental issues. It organizes activities such as cleaning of the campus, plantation of trees, and celebration of Earth Day etc. Eco club celebrated Earth Day on 22nd April in every Year.
- **Literary Society**→ The Literary society aims to develop the students into promising individuals by providing them a platform to sharpen their inherent skills of composition, eloquence etc.

- **Cultural Society**→ The Cultural Society of the college bears responsibility of creating a cultural atmosphere on campus. Various cultural programmes are organized by the Cultural Society. The students actively participate and perform well in various competitions outside the campus by obtaining guidance from the Cultural Society.
- **Students' Union**→ Students' Union is a statutory body and an integral part of the college consisting of class representatives elected by the students of the college.
- Students excelling in extracurricular activities are felicitated at the annual prize distribution ceremony on **5th September every year**.
- **Quiz Competition** → Quiz Competition is organized every year by different departments of the college. Students participate enthusiastically in the competition which gives them a chance to enhance their knowledge in various fields.
- **Educational Tours** → Educational tours are arranged by various departments to different places of interest for the students. The excursions are arranged under the guidance of the teachers. It gives an exposure to the students to learn beyond the constraints of the syllabus.

OTHERS FACILITIES –

- Subsidised canteen
- Common rooms for students
- Cycle stand
- SMS gateway for regular notifications to students/parents.
- Mentoring practices, where by each teacher mentors a particular group of students.
- College has online google form facilities to get feedback from students. College is going to provide online portal for this mechanism.
- **Internal Complaint Committee (ICC):** Women's Grievance Cell/Internal Complaint Committee (ICC) is meant to safeguard and promote the wellbeing of all women employees and students of the college. It takes care of all complaints of the students inside the campus during college hours. It also takes care of any act of misconduct by a person in authority. The cell is responsible for looking into any complaints filed by students and staff of the college.
- Uninterrupted Power Supply

ANTI-RAGGING POLICY-

Kandi Raj College established in 1950 aims at the Ragging-free campus for all the students. The institution is committed to holistic and quality education. The aim of the management is to promote healthy, inter-personal relationships among all members of the community using the campus. Every encouragement is given to promote communication but in the interactive ambience a definite code of conduct is observed. All members of the Campus community, particularly the primary stakeholders are discouraged to indulge in overbearing attitude and abuse fellow community members in any way that results in a sense of discomfort and insecurity. The Institution has a fourteen (14) member Anti-Ragging committee in place.

The members of the Anti-Ragging committee are:

Chairperson- Dr. Soma Datta (Principal),

Convener- Dr. Niladri Sarkar,

Jt. Convener- Dr. Anindita Shit,

Members: Dr. Nasiruddin Mondal, Dr. Rangana Sinha, Mrs. Mousumi Das, Dr. Joydeep Roy, Ms. Piyali Sarkar, Mr. Sumit Chowdhury, Mr. Subhadip Konar, Mrs. Amrita Biswas, Mrs. Mithu Mitra, Mr. Debasis Saha, Mr. Sayan Islam (SR).

Each student has to submit an Anti-Ragging undertaking as part of their obligatory admission liability. The college has Anti-Ragging posters displayed in prominent places. Student counselling is in-built as part of departmental student management system. All departmental teachers are sensitized about the harmful effects of ragging and are advised by the management to be constantly vigilant.

In case of any complaint which remains beyond the purview of departmental intervention, the following procedure is recommended:

- a) The concerned student reports in person to the Anti-Ragging cell.
- b) There is a system of closed-door personal interaction.
- c) Thereafter a written complaint is recorded.
- d) The basis of allegations and the alleged perpetrators are closely interviewed and the complaint is thoroughly investigated to establish credibility.
- e) Upon total satisfaction the Cell reports to the principal.
- f) Action is correspondent to the nature of the incident.
- g) Generally, the procedure of action follows the norms of the standing committee upholding discipline of the campus.

- h) **i.** The plaintiff and the accused, with their guardians are invited in a closed-door meeting conducted by the principal and the committee Members. In case of ruling given accepted by both parties, undertakings are taken and case is declared resolved.
- ii.** Occasionally in case the offence is a case of miscommunication and misunderstanding between students, the committee tries to resolve the issue by setting up a meeting between aggrieved parties and reporting the positive outcome to the Principal.

In case of a proven case of genuine ragging any/all of the following measures may be taken as recommended by the UGC:

- i. Cancellation of admission,
- ii. Suspension from attending classes,
- iii. Withholding scholarships/freeships if applicable,
- iv. Debarring from appearing in evaluation processes,
- v. Withholding results,
- vi. Debarring from representing the Institution in any regional, national, international meet, tournament, youth festival etc.,
- vii. Rustication from the institution for a period ranging from 1 to 4 semesters.
- viii. Expulsion from the institution and consequent debarring from the admission to any other institution
- ix. The institution may take punitive measures against class/semester in case of non-identification of person/persons committing and abetting the crime of ragging.

UGC Regulations on Curbing the Menace of Ragging:

<https://www.ugc.ac.in/oldpdf/ragging/minuterag230409.pdf>

Anti-Ragging squad

- ❑ Dr. Niladri Sarkar, Convener, Anti-Ragging Committee, Assistant Professor, Department of Chemistry, Contact no. 8420136893
- ❑ Dr. Anindita Shit, Joint convener, Anti-Ragging Committee, Assistant Professor, Department of Chemistry, Contact no. 9433135165
- ❑ Dr. Nasiruddin Mondal, Member, Anti-Ragging Committee, Assistant Professor, Department of Philosophy, Contact no. 9434229410
- ❑ Dr. Joydeep Roy, Member, Anti-Ragging Committee, Assistant Professor, Department of Physics, Contact no. 9545104292
- ❑ Dr. Rangana Sinha, Member, Anti-Ragging Committee, Assistant Professor, Department of Physics, Contact no. 9477144694
- ❑ Mrs. Mousumi Das, Member, Anti-Ragging Committee, Assistant Professor, Department of English, Contact no. 9474660575
- ❑ Mrs. Piyali Sarkar, Member, Anti-Ragging Committee, Assistant

- Professor, Department of English, Contact no. 7384486814
- ❑ Mr. Sumit Chowdhury, Member, Anti-Ragging Committee, Assistant Professor, Department of History, Contact no. 7029958389
 - ❑ Mr. Subhadip Konar, Member, Anti-Ragging Committee, Assistant Professor, Department of English, Contact no. 9477401010
 - ❑ Mrs. Amrita Biswas, Member, Anti-Ragging Committee, State Aided College Teacher, Department of History, Contact no. 9475424639
 - ❑ Mrs. Mithu Mitra, Member, Anti-Ragging Committee, State Aided College Teacher, Department of Education, Contact no. 9002157070
 - ❑ Mr. Debasis Saha, Member, Anti-Ragging Committee, Head Clerk, Contact no. 9434530533
 - ❑ Mr. Sayan Goswami, Member, Anti-Ragging Committee, Students' Representative, Contact no. 9083365676
 - ❑ Mr. Duryadhan Mondal, Student, Geography Hons., Contact no. 7679966475
 - ❑ Ms. Saheba Khatun, Student, Philosophy hons., Contact no. 9749736957
 - ❑ Mr. Debarghya Chatterjee, Student, Sanskrit Hons., Contact no. 7718160621
 - ❑ Ms. Isha Ghosh, Student, Education Hons., Contact no. 6297013460
 - ❑ Ms. Sumana Mondal, Student, History Hons., Contact no. 7586995023
 - ❑ Ms. Apurba Biswas, Student, Bengali Hons., Contact no. 9382036515
 - ❑ Ms. Priti Das, Student, Student, Chemistry Hons., Contact no. 7047939995
 - ❑ Mr. Iman Ghosh, Student, Mathematics Hons., Contact no. 8617549481
 - ❑ Ms. Selina Khatun, Student, English Hons., Contact no. 7384093611
 - ❑ Mr. Subham Chowdhury, Student, Political science Hons., Contact no. 9832225626
 - ❑ Mr. Suman Mandal, Student, Physics Hons., Contact no. 9002833355
 - ❑ Ms. Anindita Dutta, Student, Botany Hons., Contact no. 6297603159

Students' Grievance Redressal Committee (SGRC)-

The Governing Body of Kandi Raj College had constituted the Students' Grievance Redressal Committee (SGRC) in a meeting dated 06.06.2023. The Grievance Redressal Cell was constituted to probe into the student grievances. The Grievance Redressal Cell attempts to address genuine problems and complaints of students whatever be the nature of the problem. The Students' Grievance Redressal Committee (SGRC) was formed with the following Composition-

- (i) Dr. Soma Datta – Principal & Chairperson of the Committee
- (ii) Dr. Sandip Bhattacharyya – Senior Faculty Member, Dept. of Physics
- (iii) Dr. Niladri Sarkar – Senior Faculty Member, Dept. of Chemistry
- (iv) Mrs. Mousumi Das – Senior Faculty Member, Dept. of English

(v) Dr. Anindita Shit – Senior Faculty Member, Dept. of Chemistry

(vi) Sayan Islam – Students' Representative & Special Invitee

This newly constituted SGRC will send its reports and recommendations (if any) directly to the Governing Body of the college.

IMPORTANT INFORMATION:

1. **MIGRATION CERTIFICATE (M.C.):** The candidates coming from any Board / Council / University (other than WBCHSE / CBSE/ ISC and other such Board recognized by K.U.) will be admitted to the Semester I classes in any stream on payment of requisite Migration Fee at the time of his / her admission. However he / she must produce his / her original M.C. issued by the Competent Authority of the concerned Board / Council / University within one month from the date of his / her admission. If a student submits M.C. after one month from the date of admission, but within the permissible date(s) of K.U., then Service Charges as per rule will be levied by the college in addition to requisite fees of K.U.
2. **REGISTRATION UNDER KALYANI UNIVERSITY:** Students admitted to Semester I classes for the academic session 2022-23 must apply for Registration to courses under K.U. in the prescribed Registration Form which will be available from the college office on the dates to be notified separately after completion of Admission Process. A student who fails to obtain the Registration Certificate / Registration Number from K.U. under reasons whatsoever will not be allowed to appear for the B.A. / B.Sc end Semester Examinations (as per K.U. rules). A student coming from any Board / Council / University other than WBCHSE / CBSE / ISC must submit his / her Migration Certificate and a copy of his / her Mark sheet of the qualifying examination along with his / her application for registration.
 - (i) Change of Programme: Permissible, subject to availability of seats before the Registration procedure starts.
 - (ii) Change of Subject (without change of Programme): Permissible, before the Registration procedure starts.
3. **PERCENTAGE OF ATTENDANCE:** The students with less than 75% but not below 60% attendance will be treated as non-collegiate candidates who may be allowed to appear in the examination on payment of requisite non-collegiate fees. A student attending less than 60% lecture delivered and practical classes held in one or more subjects / group of subjects shall be declared dis-collegiate and debarred from appearing in the university examination. As per University norms, percentage of attendance secured by a Student shall be used for evaluation of internal marks, which will be added up to the final score.

4. **COLLEGE EXAMINATION:** There will be internal assessments in every subject to assess the continuous progress of the student. The marks obtained in internal assessment shall cumulate to the overall score of the student in a particular course of study.
5. **UNIVERSITY EXAMINATION:** The 4 year UG Course of Studies under NEP 2020 shall consist of Eight (8) Semesters (Semester-I, Semester-II, Semester-III, Semester-IV, Semester-V, Semester-VI, Semester VII and Semester VIII). The new Regulation of Examination will be conveyed to the students later on according to University of Kalyani guideline.
6. **NOTICE BOARD:** Students should check College Notice Board regularly for relevant information. Non-compliance of any notice shall not be accepted.
7. **IDENTITY CARD:** After admission to the college, every student will be issued an Identity Card, which he / she should always carry. Wearing ID Cards is mandatory for all students while they are within the college premises.
8. **LIBRARY CARD:** Students need to furnish their fee receipt and the College Identity Card to become a member of the Library. A Library Card is issued to each member. The Library offers yearly membership which is renewed subject to clearance at the time of for University Semester Examination. Issuance of admit card for University Semester Examination.
9. **VISITING HOURS FOR MEETING WITH PRINCIPAL:** Parents/Guardian/Visitors: 2:00pm to 4:00pm, Students: 1:00pm to 4:00pm.
10. **TRANSFER CERTIFICATE:** A student may apply to the Principal for Transfer certificate in his/her favour. Application for Transfer/withdrawal must be signed both by the student and his/her father or legal guardian. All College fees upto the current month and the requisite transfer fee must be paid before such certificate is issued. Students seeking transfer in the middle of a session are required to pay all annual charges in full in addition to the transfer fee. They must also obtain a clearance certificate beforehand from the Librarian and also from the Laboratory for laboratory-based departments, if they are science students. They are, however, eligible for refund of caution deposits only in terms of the conditions stated above.
11. **REFUND OF CAUTION DEPOSIT:** The claim for refund of Caution Deposit for laboratory and/or library is to be made after public notification by the College in newspapers, on production of the fee receipt

within a year of the date of publication of the corresponding result. Otherwise, the amounts will be forfeited. Payment will be made after necessary deductions from Caution Deposits for loss or breakage of laboratory apparatus or equipment and for mutilation, damage or loss of library books, if any. The deposit in neither case will be refunded if College dues remain outstanding.

CODE OF CONDUCT FOR STUDENTS

1. Every student who is present inside college campus must have their identity card with them.
2. Each student is responsible for upholding the general cleanliness of the classrooms, labs, and campus as a whole.
3. Students must be on time and regular in attending classes, tutorials, class tests examinations etc. Failure to obtain the required attendance percentage, non-submission of assignments and unjustified absence from tests /examinations will be treated as breaching the code of conduct.
4. Any act which obstructs teaching, research, administrative activity and other proceedings of the college is strictly prohibited.
5. Chewing paan, paan masala, gutka or any other tobacco products, smoking or consumption of any other intoxicating products is strictly prohibited.
6. Playing cards, spitting and loitering are strictly prohibited inside the college & hostel campus and shall invite severe punishment/disciplinary action.
7. Use of Cell phones is strictly prohibited during class hour inside the Classroom and Laboratories.
8. Attempted or actual theft of and/or damage to property of the College, or property of a member of the College community, or other personal or public property, on or off campus will be considered as a punishable act.
9. During leisure hours, students are advised to use the library as maximum as possible.
10. Students should carefully follow the Notices put up on the Notice Board (both online and offline). No excuse will be considered if Notices on the Board are ignored.
11. When a lecturer is absent or is unable to take class, students should maintain a strict order among themselves so as to not disturb the adjoining classes. Under no circumstances should they leave the classroom without ascertaining the relieve orders from the Staff room.
12. Indulging ragging, anti-institutional, anti-national, antisocial, communal, immoral or political expressions and activities within the Campus and hostel are strongly prohibited as well as punishable.

13. A student should maintain at least 75% attendance in the Lectures of every subject. Otherwise, he or she will be debarred from the University Examination.
14. Students are forbidden from inviting friends from other institutions and outsiders to the College.
15. No posters are to be pasted or fixed with cello tape anywhere on the College walls. Any writing, scribbling on the walls will attract disciplinary measures against the student.
16. The right to access Girl's Common Room is reserved to girls.
17. A student shall not commit or cause breach of peace inside and around the College campus.
18. Any damage or defacement of college property is a punishable offence. If a college property is found damaged in a classroom while the class is assembled the loss may be recovered by a fee imposing upon the whole class if the students responsible for such damage cannot be detected.
19. Habitual misconduct/repeated breach of the College Rules & Regulation will be considered as a grave offence and will result in suspension/expulsion of the student with immediate effect.
20. While using library facilities students have to maintain the guidelines of Library.

PHOTO GALLERY



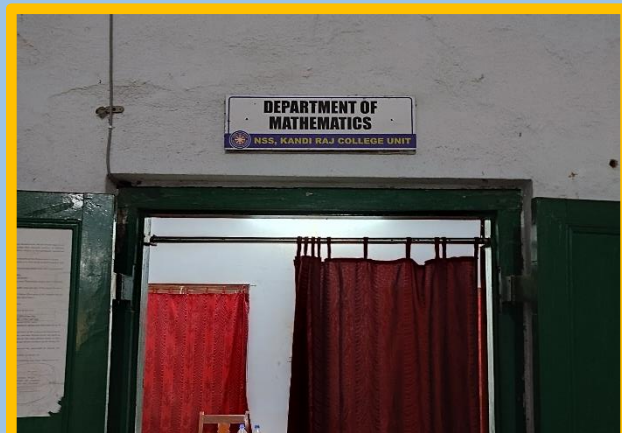
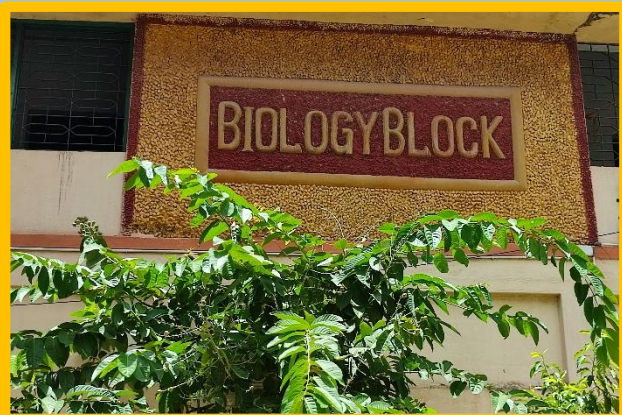
College at a Glance



Administrative part of College and Central Library



Laboratories



Some Departments of College



Some Pictures of Annual Sports



Gymnasium



Basanta Utsab Celebration



College Garden